



FY2011 (7/1/10 – 6/30/11) Annual Work Plan Cowlitz Conservation District

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Mission of the Cowlitz Conservation District

The mission of the Cowlitz County Conservation District is to protect and improve the natural resources of the District and to guide resource development and use to provide the highest quality of life for present and future citizens

Natural Resource Priorities and Goals:

- To coordinate the delivery of and maintain the District's capacity to provide technical assistance to landowners within the district promoting sound resource management.
On an annual basis, provide technical assistance to walk-in and call-in customers, provide at least 30 site visits and prepare a minimum of 5 conservation plans that make efficient and effective use of the landowners' resources, current financial assistance programs, and technical assistance from our conservation partners.
- Continue to develop and secure funding to maintain the District's capacity to assist watershed communities with planning and implementation on a watershed level.
Through June of 2011 continue working with the landowners participating in the Coweeman River Community Watershed Project to identify, plan, design, and implement restoration projects.
By November 2010 have implemented the Zmrhal/Rauth/Leppert/Covert phase II Coweeman River restoration project in the Coweeman River Watershed.
Through June of 2011 continue working with landowners in the Abernathy and Germany Creek watersheds to foster a community based watershed restoration project in partnership with the Lower Columbia Fish Recovery Board.
By October 2010, implement the Strom restoration project in the Abernathy Creek watershed.
By June 2011, inventory, design, permit, and solicit contractors for the remaining funded habitat restoration projects in the Abernathy Creek Community watershed.

Information – Education Priorities and Goals:

- Continue providing community service activities and promote an understanding of land use through sponsorship of forums, meetings, training sessions, participation in local natural resources oriented events, and use of local media.
By June 2011, the Conservation District in cooperation with Longview School District, Toutle/Woodland School District, and local 4-H will begin implementation of summer work and learn program targeting high school students within Cowlitz County through the Watershed Voyages Program. The program was awarded additional title III funds County Commissioners to expand the scope of the program.
By June 2011, the District will have successfully partnered to conduct annual education/outreach activities including regional Envirothon, county fair, Forest Stewardship Coached Planning (if possible), WSU Extension Living off the Land, and our annual dinner meeting/banquet.

* WSCC Funding is contingent on State approved budget

District Operations Priorities, Goals & Funding Sources:

- By June 2011, the district will have completed effective and efficient operations including accounting, grant vouchering, personnel management, Supervisor elections & appointments, training & development, and annual planning and reporting.
 - Cowlitz Conservation District will have successfully managed public money from the following sources:
 - Washington State Conservation Commission: Conservation Reserve Enhancement Program*, Livestock funding*, and Water Quality Implementation funds*
 - Cowlitz County: Secretarial support, and Title III Funds for the Watershed Voyages project
 - Governors Salmon Recovery Office
 - Family Forest Fish Passage Program funds administered by Interagency Committee (IAC)
 - Coweeman River Community Watershed Project
 - Coweeman River Community Watershed Demonstration Project
 - Abernathy Creek Habitat Restoration Funds
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Program Area: District Operations

Goal(s): To maintain effective and efficient operation including accounting, grant administration, personnel management, and implementation of district policies

Funding Source(s): The principal funding sources for this program includes WSCC implementation, WSCC Good Governance, and GSRO funds although all grants and contracts contribute proportionately to cd administration.

Activities for FY2011	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
District Operations				
Submit grant vouchers and misc. grant paperwork as required	Monthly	BK/Mgr	30/6	
Prepare business information for Board meetings AP/AR	Monthly	BK/Mgr/RT	30/6/2	
Mid month AP/AR	Monthly	BK/Mgr	15/2	
Annual plan of accomplishments	9/1/10	Mgr/BK	2/1	
Submit reports as required (quarterly and semi annual reports)		Mgr/BK	6/6	
3 rd Quarter	11/15/10			
4 th Quarter	01/15/11			
1 st Quarter	04/15/11			
2 nd Quarter	07/15/11			
Participate in the SW Area Meeting	October 2010	Staff/Brd	3/0.5	
Prepare for and conduct annual election	10/09 – 4/11	BK/Mgr	5/0.5	
Arrangements to participate in WACD Annual Meeting	10/09-11/11	BK/Brd	5/0.5	
Prepare Annual Plan of Work/ Review LRP	5/1/11	Mgr/BK	1/4	
Complete and submit annual financial report	5/1/11	BK/Mgr	9/1	
Complete internal audit	5/1/11	BK	5	
Apply for Good Governance Funding	5/1/11	BK	1	
Continue to apply for grant funding to help accomplish the District goals.	Ongoing	Mgr	20	
Long Range and Annual Plans				
Draft Salmon Recovery Project Proposals	9/15/10	Mgr	7	
Draft Centennial Clean Water Fund Proposals	11/1/10	Mgr	7	
Manage and maintain District owned land	7/10 – 6/11	Mgr/Rt/Brd	2/2/5	

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Program Area: Watershed Management

Goals: Continue to develop and secure funding to maintain the District's capacity to assist watershed communities with planning and implementation on a watershed level.

Funding Source(s): The principal funding sources for this program includes WSCC implementation and Cowlitz County, .

Activities for FY2011	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
<u>Abernathy Creek Habitat Restoration (GSRO)</u> Implement the Stom/Davis restoration project funded through salmon recovery Inventory, design, permit, and solicit bids for remaining habitat restoration project(s) to be implemented during the 2011 hydraulic window.	10/10	RT/Mgr/BK	15/15/5	
<u>Coweeman River Community Watershed Project</u> Continue to implement the scope of work for the Community watershed project funded through GSRO	7/10-6/11	Mgr/BK/RT	40/10/50	
Implement the mainstem Coweeman River watershed demonstration project at the Baxter/Andrews site in the Coweeman River Community Watershed	10/10	Mgr/RT	10/30	
Begin planning process with next two landowners in the watershed that are ready to proceed (Nesbitt estate - Coweeman, Andrews/McDonald/Freunds – Turner Creek, Matranga/Grear/Johnson – Nfork Goble)	12/2010	Mgr/RT		
<u>Mill/Abernathy/Germany Subbasin (shared WS with WCD)</u> Continue to initiate CRM process in support of the Department of Ecology Intensively Monitored Watershed program in the Mill, Abernathy, and Germany Creek community watersheds.	by 6/11	Mgr	5	
Submit and defend at minimum one funding proposal in cooperation with landowners for restoration projects in the Abernathy or Germany Creek watersheds	11/10	MGR/RT	2/5	

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Activities for FY2011	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Continue to provide support to watershed community groups that have initiated watershed planning efforts as needed. Cowlitz watersheds include Leckler Creek, Whittle Creek, and Clark Creek, Arkansas Creek and Silver Lake watersheds.	7/10 – 6/11	Mgr/BK/RT	3/2/2	
<u>Toutle River Watershed</u> Continue to increase our awareness of the actions in process in the Toutle River Watershed in order to ascertain potential role of the District in this watershed		Board/Mgr		

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Program Area: Technical Assistance

Goals: To coordinate the delivery of and maintain the District's capacity to provide technical assistance to landowners within the district promoting sound resource management.

Funding Source(s): The principal funding source for this program includes WSCC implementation*, WSCC Livestock*, WSCC CREP*, Cowlitz County, and Private Mitigation funds.

Activities for FY2011	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Technical Assistance				
<u>Conservation Reserve Programs</u>				
Provide assistance to landowners interested in the program by assisting with getting them enrolled in the program, conducting site inventory, preparing management plans, and implementing plans (1 site anticipated)	6/11	RT/Mgr/BK	8/2/2	
<u>Livestock management assistance</u>				
Provide assistance to livestock operations as needed. At present, we do not anticipate any opportunities for local land managers.	6/11	Mgr/RT/BK	4/2/2	
<u>Family Forest Fish Passage Program Assistance</u>	6/11	Mgr//RT/BK	4/6/2	
Provide assistance to landowners and agencies to support applications for family forest fish passage project. Activities include conducting barrier assessments and generate project cost estimates (1 potential for 10/11)				
Utilize the regional culvert inventory database and arcmap application to identify forest land managers with barrier culverts. Mail information regarding opportunities through FFFPP and GSRO.	12/10	Mg/Rt	4/4	
Monitor and close out Roller FFFPP	12/10	Mgr	.5	

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Activities for FY2011	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
<u>General technical assistance</u>				
Assist walk-in/call-in customers with technical assistance needs. Estimate about 150.	6/10	Mgr/RT/BK	8/8/8	
<u>Fish Passage Program</u> Utilize the regional culvert inventory database and arcmap application to identify agriculture and rural residential land managers with barrier culverts. Mail information regarding opportunities through GSRO.	12/10	Mgr/Rt		
<u>Mitigation Projects</u> Conduct annual monitoring and maintenance practices for the Beaver Creek mitigation project site.	6/11	Mgr/Rt	8/2/8/2	
Continue to develop projects funded through project mitigation funds (e.g. Delameter Creek Restoration Project)	6/11	Mgr/Rt		
<u>Noxious Weeds</u> Assist the Cowlitz County Weed Control Board with development and implementation of an effective noxious weed abatement program.	6/11	Mgr/Brd	2/4	
Participate as warranted in the SWWA Cooperative Weed Management Area (CWMA) process	Ongoing	Mgr	6/50	
Begin implementation of the Monahan Creek Riparian Restoration / Knotweed Eradication project	12/2013	Mgr/Rt		

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Program Area: Information, Education, and Outreach

Goals: Continue providing community service activities and promote an understanding of land use through sponsorship of forums, meetings, training sessions, participation in local natural resources oriented events, and use of local media.

Funding Source(s): The principal funding sources for this program includes Cowlitz County Title III funds and WSCC implementation, and contributions from Cowlitz Farm Forestry Association.

Activities for FY2011	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Education/Outreach				
<u>Watershed Voyages Project</u>				
Continue to implement the Watershed Voyages Grant Scope of work.	10/10	Project Coord/WSV Committee	Full time / 12	
Provide technical assistance to the project to help ensure that objectives are met and implemented	10/10	Mgr/BK/PC	2/4/226	
<u>Coached Planning Workshops</u>				
Partner with Department of Natural Resources and Cooperative Extension to host local workshops (as opportunity allows)	6/11	Mgr	2	
<u>Envirothon</u>				
Participate in the SW regional Envirothon	5/11	BK	1/5	
<u>Tree Sale</u>				
Partner with Cowlitz Farm Forestry Association to conduct an annual tree sale to support local students and adults participating in natural resource education activities	4/11	BK/Brd	2/1	
<u>Cowlitz County Fair</u>				
Participate in the county fair by developing and displaying an exhibit in the natural resources building. Cooperate with building exhibitors to foster a cooperative effort to manage the building and draw in fair-goers.	8/10	BK/Mgr	5/0.5	

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Activities for FY2011	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
<u>Miscellaneous Activities</u>				
Continue to participate when possible in local activities oriented around natural resources (e.g. earth day celebrations, classroom partnerships, and assistance to student groups for tree planting days, annual tree sale, and 5 th Grade Forestry)	6/11	BK/Mgr	11/2	

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FY2011 Annual Budget Cowlitz Conservation District

Salaries and Benefits		
	District Operation	\$30,000
	Watershed / Technical	\$150,000
	Education/Outreach	\$60,000
Facilities		\$32,000
Vehicle		\$2,500
Equipment		\$3,500
Travel		\$2,500
Misc. Goods/Services		\$5,500
Watershed Voyages		<u>\$14,000</u>
Estimated Operating Budget		\$300,000

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